



DEPARTMENT OF THE ARMY
HEADQUARTERS AND HEADQUARTERS BATTALION
25TH INFANTRY DIVISION
SCHOFIELD BARRACKS, HAWAII 96858-5100

22 September 2014

Dear Soldier and Family Member(s),

Aloha and congratulations on your assignment to Hawaii, the Headquarters and Headquarters Battalion (HHBN), 25th Infantry Division (Tropic Lightning). This is a great Battalion and Division! You have just become a valued member of our team and we welcome you and your Family to our ranks. Your assignment to the Phoenix Battalion will be memorable with tough, realistic training balanced with personal time to discover all the unique opportunities Oahu offers in this beautiful tropical paradise.

The Phoenix Battalion, 25th ID is the largest battalion in the Army, with eight subordinate commands including over 1000 Soldiers. The Battalion includes:

- Headquarters Support Company (HSC) that includes the Division Command Group, Battalion Staff, Division Special Staff, and Battalion support units
- Operations Company (OPS) that includes the Division Staff sections of G3, G5, G7, G9, DIVENG, Fires, and Protection
- Intelligence and Sustainment Company (I&S) that includes Division Staff sections of G1, G2, G4, G8, and DIVSURG
- Division Signal Company (DSC), which also includes the Division Staff section of G6
- Division Band, which supports both Division and PACOM-wide musical support operations
- United States Army Hawaii Replacement Company (REPL), which conducts reception and integration operations for all inbound Soldiers to Schofield Barracks
- Lightning Academy (LA), which provides the premiere leader development training for Division and Oahu based units
- Non-Commissioned Officer Academy-Hawaii (NCOA-HI), which provides professional military education and training to build our future NCOs

Some key notes for PCSing to Hawaii: lodging available on Schofield Barracks for those PCSing to Hawaii. The Schofield Inn is convenient for the service member and Family while in-processing. Please call (808) 624-9650 to make reservations upon notification of PCSing to Hawaii to confirm availability and guarantee lodging on post. Service members are required to read the Temporary Lodging Allowance (TLA) requirements and constraints. For more information and to review the Joint Federal Travel Regulations on TLA go to <http://www.defensetravel.dod.mil/site/faqvla.cfm>.

Hawaii is rabies-free, and in order to maintain this environment the quarantine law is stringent. Service members and Families that are PCSing to Hawaii with a pet must start preparations immediately in order to meet Hawaii travel and animal quarantine requirements. Also, keep in mind the school schedule in Hawaii has earlier start dates than most other states due to its modified year round school schedule. Therefore, Service members and Families PCSing with school aged children are encouraged to make school arrangements in advance.

The 25th ID website has a lot of information to assist in making your move to Hawaii as smooth as possible. It lists information about lodging, housing, transportation, schools, and PCSing with pets, and more. Go to http://www.25idl.army.mil/welcome_25id.html for more information on these topics and many others. We will also assign a sponsor who will assist you and your Family with the transition to Hawaii, your orientation once on the island, and to inform you of the unique aspects of military life on Oahu. Please keep your sponsor informed of your travel and any issues or special needs during your travels.

Finally, welcome to the Phoenix Ohana (Hawaiian for Family). We look forward to your arrival and becoming a member of the HHBN team. If you need any further assistance, please contact the following individuals:

- CPT Monica Holmes, BN S1: (808) 655-0737 or email monica.m.holmes.mil@mail.mil
- Ms. Mary Acosta, BN FRSA: (808) 655-6378 or email marycris.b.acosta.civ@mail.mil

Strike Hard!
Tropic Lightning!



KEITH D. DAVIS
CSM, USA
Command Sergeant Major



GLENN E. KOZELKA
LTC, IN
Commanding